



## Department of Public Works

### Construction Management • EP/TCP Team

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[www.ClarkCountyNV.gov/PubWorks](http://www.ClarkCountyNV.gov/PubWorks)

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### NEW TCP/EP APPLICATION REQUIREMENTS

Effective Date: December 01, 2007

#### NEW APPLICATION

Encroachment Permit (EP) Application Form	-	1 Copy
Work Plan	-	3 Copies*
Traffic Control Plan (TCP) Application Form	-	1 Copy
Traffic Control Plan/s	-	1 Copy
Permit Review Fees	-	\$125.00
TCP Review Fee		\$50.00
EP Review Fee		\$75.00

\*One (1) Copy of the work Plan on 8.5 X 11 (Letter Size) may be accepted, all other sizes must be submitted in Triplicate.\*

#### APPLICATION FOR RENEWAL (EXTENSION)

Original Permit	-	1 Copy
NEW EP Application Form	-	1 Copy
New Work Plan	-	3 Copies
Previously Approved Work Plan	-	1 Copy
NEW TCP Application Form	-	1 Copy
New Traffic Control Plan	-	1 Copy
Previously Approved Traffic Control Plan	-	1 Copy

Renewal Fees for TCP & EP shall be paid **at time of submittal**. Extensions of time for expired permits will be processed as a new permit with the appropriate fees.

All **FIRST TIME** Applicants, in addition to the requirements above: are required to submit an Authorization Form indicating authorized personnel allowed to sign for and /or pick up permits for their company.

#### **IMPORTANT:**

It is the Applicant's responsibility to fill out all forms completely and accurately, ensuring that the information provided is consistent on both the Traffic Control Plan and Encroachment Permit Applications. Discrepancies and incomplete submittals may cause denial or rejection of the application and additional review fees.